

GOVERNMENT OF THE DISTRICT OF COLUMBIA POSITION VACANCY ANNOUNCEMENT

APPLICANTS WHO PREVIOUSLY APPLIED FOR VA # CFSA-02-122 NEED NOT RE-APPLY

CHILD AND FAMILY SERVICES AGENCY OFFICE OF HUMAN RESOURCES

ANNOUNCEMENT NO: CFSA-03-03

POSITION: PEDIATRICS NURSE, RN-610-04

OPENING DATE: 10-10-02

CLOSING DATE: OPEN UNTIL FILLED

IF "OPEN UNTIL
FILLED," FIRST
SCREENING DATE: 10-24-02

SALARY RANGE: \$44,714 - \$60,939 Per Annum

TOUR OF DUTY: 8:15 a.m. - 4:45 p.m.
Monday - Friday

WORKSITE: WASHINGTON, D.C.

AREA OF CONSIDERATION: UNLIMITED

PROMOTION POTENTIAL: NONE

NO. OF VACANCIES: ONE (1)

AGENCY: CHILD & FAMILY SERVICES AGENCY (CFSA), OPDD, ODDCP, CSHSA-HSD

DURATION OF APPOINTMENT: ☒ Permanent ☐ Term (13 months to 4 years) NTE: Four (4) years ☐ Temporary
(Up to 1 year, Not-to-Exceed) _____

☒ This position IS in the collective bargaining unit represented by AFSCME Local 2401 and you may be required to pay an agency service fee through an automatic payroll deduction.

☐ This position IS NOT in a collective bargaining unit.

RESIDENCY PREFERENCE AMENDMENT ACT OF 1988: An applicant for a position in the Career Service or for an attorney position (DS-905) in the Excepted Service who is a bona fide resident of the District of Columbia AT THE TIME OF APPLICATION, may claim a hiring preference over a non-resident applicant by completing the D.C. 2000RP, Residency Preference for Employment Form, and submitting it with the D.C. 2000, Application for Employment. To be granted preference, an applicant must: (1) be qualified for the position; and (2) submit a claim form at the time of application. Except for employees entitled by law to preference, preference will not be granted unless the claim is made at the time of application.

BRIEF DESCRIPTION OF DUTIES: The incumbent provides professional nursing care to children and families accessing the DC Kids Program. Coordinates service delivery using the case management model. Participates in case staffing/conferences. Provides comprehensive nursing services to children in the Intake Processing Center and families in the area of health promotion and disease prevention while safeguarding their integrity and recognizing their right to make their own decisions. Performs home and facility visits, to monitor and/or administer direct and/or indirect services to individuals and/or family members. Teaches and counsels sick and well individuals with respect to all phases of health care and health maintenance. Plan, confers and coordinates with medical and other professional disciplines about the full depth of care provided to children and family members. Assesses the children identified to determine the physical, psychological and socioeconomic status and initiates a plan of care referrals to the DC Kids Program. Provides emergency and non-emergency treatment/services to children in the Intake Processing Center as required. Performs routine requests that may include taking of blood pressure, temperature, weight, etc, as requested by the employee. Create and execute written and/or oral presentations. Attends conferences, seminars, and meetings to obtain and exchange knowledge and information material useful in meeting agency/program goals and objectives. Performs special assignments for the Supervisory Health Care Specialist (Pediatric). Assists in the development of alternative approaches to solving and developing strategies for obtaining needed support from other offices, District agencies, health organizations, professional organizations and parents.

QUALIFICATION REQUIREMENTS: One (1) year of specialized experience equivalent to at least the next lower grade, which has equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position and that is typically in or related to the work of the position to be filled.

OTHER INFORMATION: Must have a current Registered Nurse license in the District of Columbia. This position requires proficiency, working with computer software such as Microsoft Word and Excel.

EQUAL OPPORTUNITY EMPLOYER

D.C. Standard Form 1226 (Revised 9/93)

SUBMISSION OF RANKING FACTORS

The following ranking factors will be used in the evaluation process. All applicants **MUST** respond to the ranking factors **ON A SEPARATE SHEET OF PAPER**. Please describe specific incidents of sustained achievements from your experience that show evidence of the level at which you meet the ranking factors that have been determined to be of importance for the position for which you are applying. You may refer to any experience, education, training, awards, outside activities, etc., that indicate the degree to which you possess the job-related knowledge, skills, and abilities described in the ranking factors. The information given in response to the ranking factors should be complete and accurate to the best of your knowledge. **FAILURE TO RESPOND TO ALL RANKING FACTORS MAY ELIMINATE YOU FROM CONSIDERATION.**

1. Knowledge of the Case Management model as it relates to health care delivery;
2. Ability to assess, treat and evaluate minor illnesses;
3. Demonstrated knowledge of pediatric health care;
4. Ability to provide preventive care to healthy individuals including guidance in common illnesses and child growth and development; and
5. Knowledge of District of Columbia laws and regulations regarding health care.

DRUG-FREE WORK PLACE ACT OF 1988: "PURSUANT TO THE REQUIREMENTS OF THE DRUG-FREE WORKPLACE ACT OF 1988, THE INDIVIDUAL SELECTED TO FILL THIS POSITION WILL, AS A CONDITION OF EMPLOYMENT, BE REQUIRED TO NOTIFY HIS OR HER IMMEDIATE SUPERVISOR, IN WRITING, NO LATER THAN FIVE (5) DAYS AFTER CONVICTION OF OR A PLEA OF GUILTY TO A VIOLATION OF ANY CRIMINAL DRUG STATUE OCCURING IN THE WORKPLACE."

APPLICATIONS SUBMITTED FOR CONSIDERATION WILL NOT BE RETURNED TO THE APPLICANT, EXCEPT APPLICATIONS RECEIVED OUTSIDE THE AREA OF CONSIDERATION OR AFTER THE CLOSING DATE.

HOW TO APPLY: ALL APPLICANTS, AGENCY EMPLOYEES AND OTHER D.C. GOVERNMENT EMPLOYEES MUST SUBMIT THE DISTRICT OF COLUMBIA GOVERNMENT EMPLOYMENT APPLICATION, DC 2000.

<u>MAIL TO:</u>	Child and Family Services Agency Office of Human Resources 400 6 th Street, SW Washington, DC 20024	<u>WALK-INS:</u>	955 L'Enfant Plaza, 5 th Floor Washington, D.C. 20024
<u>TO APPLY:</u>			
<u>FAX TO:</u>	(202) 727-5750	<u>TELEPHONE:</u>	(202) 724-7373

IN ACCORDANCE WITH THE DC HUMAN RIGHTS ACT OF 1977, AS AMENDED, DC CODE SECTION 2.1401.01 et seq., ("THE ACT") THE DISTRICT OF COLUMBIA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, AGE, MARITAL STATUS, PERSONAL APPEARANCE, SEXUAL ORIENTATION, FAMILIAL STATUS, FAMILY RESPONSIBILITIES, MATRICULATION, POLITICAL AFFILIATION, DISABILITY, SOURCE OF INCOME, OR PLACE OF RESIDENCE OR BUSINESS. DISCRIMINATION IN VIOLATION OF THE ACT WILL NOT BE TOLERATED. VIOLATORS WILL BE SUBJECT TO DISCIPLINARY ACTION.

SALARY REDUCTION OF REEMPLOYED ANNUITANTS: An individual selected for employment in the District government on or after January 1, 1980, who is receiving an annuity under any District government civilian retirement system, shall have his or her pay reduced by the amount of annuity allocable to the period of employment.

OFFICIAL JOB OFFERS ARE MADE ONLY BY THE OFFICE OF HUMAN RESOURCES